

**Town of Maynard  
COMMUNITY PRESERVATION COMMITTEE  
MEETING**

Wednesday, February 27, 2008 -- Room 101, Town Hall

Chair Peg Brown called the meeting to order at 7:13 pm.

Members Present: Peg Brown, Chair; Jane Audrey-Neuhauser, clerk; Brendon Chetwynd; Lou Ann Cutaia; Ariel Hoover; Doug Moore, Treasurer

Members Absent: Mike Chambers; Dave Hull, Vice Chair; Rick Lefferts

Also in attendance: No visitors present

The minutes from the February 13, 2008 CPC meeting were approved. Peg will file the minutes in the COA office

**FINANCIAL INFORMATION**

The CPA was voted at the May 2006 Annual Town Meeting. Since the fiscal year begins in July, the Town Accountant was to have allocated the required 10%, 10%, 10% in each of the required categories. This was apparently done with \$16,000 (of estimated FY'07) revenue transferred to each of the required accounts and the remaining ~\$111,000 to unappropriated unreserved,

At the May 2007 Town Meeting, estimated FY'08 revenues were allocated as follows:

\$14,000 APPROPRIATED for Administrative Expenses

\$32,000 (10% of the total of estimated revenue and state trust fund distribution from '07)  
RESERVED for each of the required categories

PLUS

\$32,000 (10% of the total of estimated revenue and state trust fund distribution from '07)  
RESERVED for "Budgeted Reserve to be appropriated"

The remaining

\$183,338.76 was "Other (unappropriated, unreserved)"

This raised the question as to the DIFFERENCE between the "unreserved" and the "Budgeted Reserve" accounts.

Peg will ask Ken DeMars to come to our next CPC meeting to explain the figures to us. Committee members should review the Schedule A-4 forms and be prepared with their questions.

It is important that we know what the numbers are that we will be working with for the town meeting reserves and appropriations.

**REVIEW OF TOWN MEETING PLANS**

It was suggested that the appropriation article be edited to eliminate reference to the FY2008 funds since each of the funds is a balance in the fund and not an amount to be appropriated from taxation.

The comment section for the revenue article will include a statement of the expected total FY2009 revenue. A figure we hope to get from Ken DeMars.

Lou Ann offered to reformat the Balance sheet with the fund balances and recommended appropriations.

The appropriations article may require more of a presentation than the revenue allocation article. A PowerPoint presentation with a couple of slides for each project would be presented with one member of the CPC being the main speaker. If necessary, a question could be referred to one of the project proponents for a BRIEF answer.

It was also suggested that the CPC have available formats for amending the article to remove the appropriation for an individual project. The Town Counsel could review these to be sure that they are properly worded. It would also be required to post with the Town Clerk that the CPC will be meeting at the Town Meeting. We will also need to post for the Fin Com Public Hearing (see below). The suggestion was also made to include the total appropriation in the wording of the article.

RESPONSE FROM FINANCE COM. re CPC report at their May 12<sup>th</sup> Pubic Hearing

The Fin, Com is delighted to have the CPC present the information about the warrant articles for the May ATM.

The meeting was adjourned at 8:20 pm.

Respectfully submitted,

Jane Audrey-Neuhauser, Clerk

NEXT MEETINGS: 7:00pm, Wednesdays, March 12 and 26, 2008 at the Town Building Room 101.